



# Validating Course Setup Using the Teacher Course Check Report

Shale Detwiler and Lisa Keeter  
Office of Knowledge, Information and Data Services (KIDS)  
Enterprise Data Division

# Teacher Course Check

- ▶ Custom report designed to:
  - Help schools and districts audit courses used in the Median Student Growth Percentile (MSGP) calculation
  - Help teachers and school administrators quickly see which courses are aligned to MSGP calculations
  - Executes on active school year – *change coming soon*
- ▶ Report shows:
  - Courses assigned to teachers in grades 4–8
  - Primary teachers only
  - Corresponding state course codes
  - An indicator for courses used in the MSGP calculation
  - Course code updates for AY2015–16 – *change coming soon*

# Why is Teacher Course Check Important?

- ▶ High-stakes calculation needs accurate data
  - Aligning local courses to the proper state course code is critical for accurate calculation of Median Student Growth Percentiles (MSGP)
  - State contribution of Student Growth is required in the ESEA waiver by the USED.
- ▶ Evaluators need accurate data
  - MSGP is used to determine Student Growth Goal ratings for 4<sup>th</sup>–8<sup>th</sup> grade Math and English Language Arts teachers.
- ▶ Administrators and superintendents need accurate data
  - Through fidelity of implementation, increases in educator effectiveness is realized.

# Who should have access to Teacher Course Check?

- ▶ Principals
- ▶ Other Administrators responsible for verifying course code setup or MSGP calculations.
- ▶ Read Tool Rights must be granted to access the report

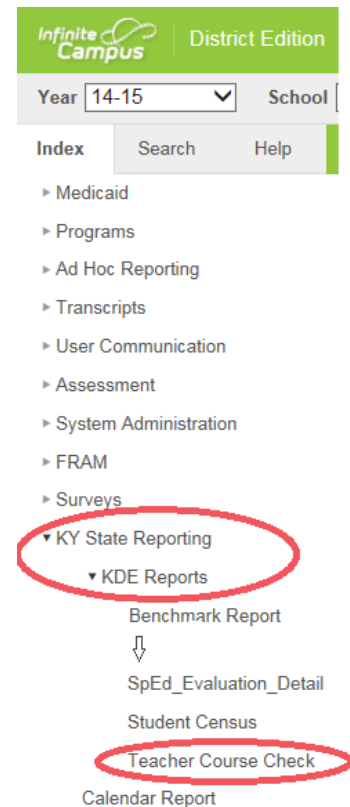
# Coming Soon.....

- ▶ Updated report is scheduled to be released on September 9
- ▶ List of course codes used in MSGP calculations has been updated. For a full list of qualifying Mathematics and Reading codes go to:  
<http://education.ky.gov/teachers/PGES/TPGES/Documents/MSGP%20Course%20Codes%20with%20Description.pdf>
- ▶ Report can be run for more than the current academic year
  - Course code data should not be changed after the calculation for MSGP is made
  - Reports run for prior years should be for reference only. Changing data in a prior year will not change a MSGP calculation
  - Changing data in Infinite Campus for prior school years that no longer sync may lead to data inconsistencies with data that has already been reported

# Where to find the report

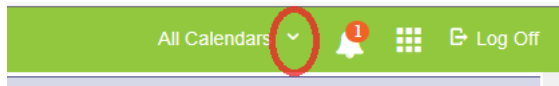
## From Campus Tools

- ▶ Using the Index in Infinite Campus, expand the “KY State Reporting” option
- ▶ Then expand the “KDE Reports” option
- ▶ Choose “Teacher Course Check near the bottom of the list



# How to run

- ▶ Expand the Campus Tool bar by clicking on the arrow next to the currently selected calendar.



- ▶ Choose the academic year for the report from the Campus Toolbar \*This option will be available in the updated report.

A screenshot of the Infinite Campus District Edition interface. The top bar is green with the 'Infinite Campus' logo and 'District Edition' text. Below this is a white bar containing three dropdown menus: 'Year' (set to '15-16'), 'School' (set to 'All Schools'), and 'Calendar' (set to 'All Calendars'). The 'Year' dropdown is circled in red.

- ▶ Leave as All Schools or choose a school in the Campus Toolbar.

A screenshot of the Infinite Campus District Edition interface, similar to the one above. The 'Year' dropdown is set to '15-16'. The 'School' dropdown is set to 'All Schools' and is circled in red. The 'Calendar' dropdown is set to 'All Calendars'.

# How to Run

- ▶ Run the report for a single teacher or for all teachers
  - Enter the teacher's PersonID in the box to run for a single teacher
  - Leave the box blank to run for all teachers
- ▶ Select all grades or a single grade
- ▶ Only teachers assigned courses with students in grades 4–8 will be listed in the report

Census Summary Tab

Index Search Help <

Staff  Go

parks Advanced Search

Search Results: 1

PARKS, ROSA

**PARKS, ROSA**

Gender: F

School Choice Credentials

Demographics Identities

Save Delete

**Person Information**

PersonID 28449

Last Name First Name

PARKS ROSA

Gender Birth Date

Female

Enter Teacher PersonID:  
(leave blank for all teachers)

Select Grade:

Grades 04-08

Grade 04

Grade 05

Grade 06

Grade 07

Grade 08

Generate Report



# Teacher Course Check Output

	B	C	D	E	F	G	H	I	J	K	L	M
1	Dist_Num	Sch_Num	Sch_Name	Sch_Type	Teacher_Numbe	licensenumbe	Teacher	Local_Course_Code	Local_Course_Name	State_Course_Code	State_Course_Name	MSGP_Calc
2	999	999	Demo Middle School	1	678912345	12345E	David Johnson	2800	Writing	702020	Intermediate Language Arts	Reading
3	999	999	Demo Middle School	1	678912345	12345E	David Johnson	1800	Reading	230105	English 8	Reading
4	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	9009	Study Skills	904010	Study Skills	NA
5	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	5800	Social Studies	450189	Soc. Studies Gr 6 World Geog.	NA
6	999	999	Demo Middle School	1	912345678	12345B	Robert Smith	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
7	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	5801	Social Studies	450191	Soc Studies Gr 8 Am (US Hist)	NA

- ▶ MSGP\_Calc column is based on the State\_Course\_Code
  - English Language Arts/Reading MSGP course codes show “Reading”
  - Mathematics MSGP course codes show “Mathematics”
  - Course codes not used in MSGP calculations show “NA”

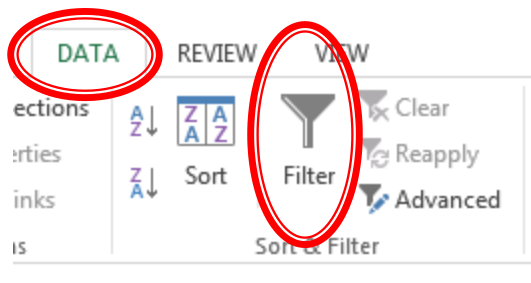
# Verify Course Codes

I	J	K	L	M	N
Local_Course_Code	Local_Course_Name	State_Course_Code	State_Course_Name	MSGP_Calc	
6810	Career Exploration	270401	Geometry	Mathematics	X
74	Cheerleading	909999	School Defined Course	NA	
10000	Counseling Activities	904010	Study Skills	NA	
3900	GEOMETRY HONORS	320101	Career Choices 6-8	NA	X
2800	Writing	702020	Intermediate Language Arts	Reading	✓
1800	Reading	230105	English 8	Reading	✓
9750	Band	500913	Music- General Band	NA	
9009	Study Skills	904010	Study Skills	NA	
5800	Social Studies	450189	Soc. Studies Gr 6 World Geog.	NA	
5801	Social Studies	450191	Soc Studies Gr 8 Am (US Hist)	NA	
11000	Arts and Humanities	500107	HAVPA, Grades 6-8	NA	
3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics	✓
3852	Algebra	270232	Algebra 1 (Gr 6-8 - HS credit)	NA	X
7008	Study Skills	904010	Study Skills	NA	
9081	College and Career Re	320101	Career Choices 6-8	NA	

- ▶ Use the results to see if courses are matched to the appropriate state course code
- ▶ If course corrections are needed, work with the appropriate personnel within your schools.

# Use Filters to Review Data

- ▶ In Excel, use the Filter function to help find groups of data
  - Filtering options can be found on the Data Tab of the Excel Ribbon



# Suggested Data Filters

## Possible Filters:

### By Teacher

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Sch_Yea	Dist_Nu	Sch_Nu	Sch_Name	Sch_Type	Teacher_Num	licensenum	Teacher	Local_Course_Code	Local_Course_Name	State_Course_Code	State_Course_Name	MSGP_Calc
9	2014-2015	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	9009	Study Skills	904010	Study Skills	NA
10	2014-2015	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	5800	Social Studies	450189	Soc. Studies Gr 6 World Geog.	NA
11	2014-2015	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	5801	Social Studies	450191	Soc Studies Gr 8 Am (US Hist)	NA
12	2014-2015	999	999	Demo Middle School	1	123456789	12345A	Jane Jones	11000	Arts and Humanities	500107	HAVPA, Grades 6-8	NA

### By Local\_Course\_Name

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Sch_Yea	Dist_Nu	Sch_Nu	Sch_Name	Sch_Type	Teacher_Num	licensenum	Teacher	Local_Course_Code	Local_Course_Name	State_Course_Code	State_Course_Name	MSGP_Calc
2	2014-2015	999	999	Demo Middle School	1	789456123	12345D	Daniel James	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
3	2014-2015	999	999	Demo Middle School	1	891234567	12345C	Mary Jamison	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
8	2014-2015	999	999	Demo Middle School	1	456789123	12345G	Anne Johnson	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
15	2014-2015	999	999	Demo Middle School	1	912345678	12345B	Robert Smith	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics

### By State\_Course\_Name

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Sch_Yea	Dist_Nu	Sch_Nu	Sch_Name	Sch_Type	Teacher_Num	licensenum	Teacher	Local_Course_Code	Local_Course_Name	State_Course_Code	State_Course_Name	MSGP_Calc
2	2014-2015	999	999	Demo Middle School	1	789456123	12345D	Daniel James	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
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8	2014-2015	999	999	Demo Middle School	1	456789123	12345G	Anne Johnson	3800	Pre-Algebra	270206	Accelerated Eighth Gr Math	Mathematics
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# In summary

- ▶ This report is a tool for auditing MSGP course information
  - Use the report to investigate how past course codes were aligned
  - Remember: Changing course data in Infinite Campus for prior school years may lead to data inconsistencies with data that has already been reported
  - Use to ensure current course codes are properly aligned
- ▶ Updates are scheduled for September 9
  - Adding ability to run for prior academic years
  - State Course Codes used in MSGP calculations vary based on the school year

# Point of Contact

Shale Detwiler

[Shale.Detwiler@education.ky.gov](mailto:Shale.Detwiler@education.ky.gov)

(502)564-2020 x 2279

# Questions

